



Common Council

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Minutes

Tuesday, November 19, 2013

7:30 PM

De Pere City Hall Council Chambers

1. Call to order:

The meeting was called to order at 7:30 PM by Mayor Michael Walsh.

Attendee Name	Title	Status	Arrived
Michael J. Walsh	Mayor	Present	
Kevin Bauer	Aldersperson	Present	
James Boyd	Aldersperson	Present	
Scott Crevier	Aldersperson	Present	
Michael Donovan	Aldersperson	Present	
Bob Heuvelmans	Aldersperson	Present	
Jim Kneiszel	Aldersperson	Present	
Larry Lueck	Aldersperson	Present	
Lisa Rafferty	Aldersperson	Present	

2. Pledge of Allegiance to the Flag.

The Council said the Pledge of Allegiance.

3. Approval of the Minutes of the November 5, 2013 Common Council Meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Aldersperson
SECONDER:	James Boyd, Aldersperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

4. A Public Hearing authorizing Resolution #13-143, Adoption Of Tax Levy for City Purposes To Support The 2014 City Budget, will be held at 7:30 p.m.

A. Presentation of 2014 Budget.

Mayor Mike Walsh presented the proposed 2014 Budget for the City of De Pere and stated that this budget is balanced and provides for City's municipal service needs in a cost-efficient matter.

The 2014 Budget accomplishes 4 goals:

- Maintain and improve existing municipal service levels;
- minimize borrowing to decrease future debt loads;
- maintain or increase existing unassigned fund balances;
- minimize the increase in the property tax rate as much as possible while still protecting the short and long term integrity of the city.

For 2014, the City lost \$12,383 in shared revenues from the State, \$76,302 loss in transportation aids, water rates may go up 3% and waste water rates are expected to increase 13%. The City did receive a \$12,496 increase from the expenditure restraint program and \$48,168 from computer aid.

Some significant numbers and expenditures to consider include:

- 1.03 million dollars for the City's share of reconstruction of Highway PP;
- \$600,000 to complete the first year of a five-year schedule to replace all water meters;
- \$480,100 for Green Bay Transit/Para Transit bus service;
- \$318,600 to operate two pools;
- \$280,000 for a new compressed natural gas recycling truck;
- \$246,000 for snow and ice removal;
- \$92,315 for the first of three years of payments for a new compressed natural gas garbage truck;
- \$20,000 to support Definitely De Pere for Mainstreet program activities;
- \$14,350 to complete a community survey;
- \$67/ERU (equivalent runoff units) the rate after a \$5 increase for storm water utility for each residential property.

Some miscellaneous items that affect the budget: 10% increase in health insurance rates; fuel is projected at \$3.30/gallon and diesel is projected at \$3.60/gallon; a 3% increase is projected for natural gas; and a 6% increase is projected for electricity.

The entire general fund increases 1.38% in operating expenditures when compared with 2013. When the City finalized the 2014 Executive Budget it was calculated that the tax rate would be \$6.35/1000; this is 18 cents higher than 2013 and is a 2.96% increase. Since the final budget was sent to you, the City received numbers from the state that hadn't been given to us in time to be included in the budget document; this changed the tax rate increase to 2.48% rather than 2.96%. The City is proposing to leave the tax rate at 2.96% and add \$50,660 to the levy for capital purchases while decreasing bonding by the same amount.

Mayor Walsh stated that De Pere has a reputation of being a very desirable community in which to live. It has always been his goal as Mayor to maintain De Pere as an exceptional community and to enhance what we have here. With all of us: city council, employees, businesses and residents all making a concerted effort, we will continue to make the city a great place to live, work and play.

City Administrator Larry Delo reviewed three different Budget Projection Models with the City Council.

He shared two charts showing the proportion of property taxes used by each of the taxing jurisdictions within the City, separated by School District:

East De Pere School District: School District 45%; County 20%; City 27%; NWTC 7%; State 1%

West De Pere School District: School District 46%; County 20%; City 26%; NWTC 7%; State 1%

He reviewed charts showing shared revenues, general fund revenue and expenditure trends, general fund expenditures by city department, projected tax levy with comparisons to other similar-sized municipalities, general obligation debt trends, property valuation, and property tax levy charts.

B. Notice of Public Hearing.

The Clerk stated that the Public Hearing was published in the City's Official Newspaper, the De Pere Journal, on October 31st and November 7th, 2013.

C. Approval of proposed 2014 Budget.

Mayor Walsh declared the public hearing open; no one wished to speak and the Mayor declared the public hearing closed and entertained a motion. Alderperson Boyd moved, seconded by Alderperson Kneiszel to approve the 2014 Budget. Alderperson Boyd moved, seconded by Alderperson Kneiszel to amend the motion to maintain the 2.96% tax rate increase. Upon vote, motion carried unanimously. Upon roll call vote on the motion to approve the 2014 budget as amended, motion carried unanimously.

D. After the hearing is held, Resolution #13-143, Adoption of Tax Levy For City Purposes To Support The 2014 City Budget, is presented for consideration. Alderperson Lueck moved, seconded by Alderperson Boyd to approve the resolution. Alderperson Lueck moved, seconded by Alderperson Heuvelmans to amend the resolution to reflect the changes from the amendment to Item 4c, Approval of the proposed 2014 Budget. Upon vote, motion carried unanimously. Upon vote on the resolution as amended, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

5. Public comment upon matters not on the agenda or other announcements.

None.

6. Recommendation from the Board of Public Works and Finance/Personnel Committee to Approve Celebrate De Pere Request for Public Works Department Services.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Bob Heuvelmans, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

7. Recommendation from the Finance/Personnel Committee to approve covering half of the police services charges at Celebrate De Pere up to a maximum of \$6,000. Alderperson Crevier moved, seconded by Alderperson Kneiszel to approve the recommendation. Alderperson Bauer moved to amend the recommendation and approve that the entire cost be covered by the City. Discussion followed. Alderperson Bauer withdrew his motion. Discussion followed. Alderperson Bauer moved to raise the cap to \$12,000. Motion failed for lack of a second motion. Discussion followed. Alderperson Bauer moved, seconded by Alderperson Crevier to remove the cap of \$6,000 to cover half the cost of police services. Upon vote on the recommendation as amended, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Jim Kneiszel, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

8. Recommendation from the Finance/Personnel Committee to accept \$1,000 donation to Police Department from De Pere Christian Outreach.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bob Heuvelmans, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

9. Recommendation from the Finance/Personnel Committee to accept \$250 donation from Desert Veterans of Wisconsin for the Police training room.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

10. Recommendation from Finance/Personnel Committee to approve Police Department shooting range repair bid from H.J. Martin and Son, Inc.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Alderperson
SECONDER:	Scott Crevier, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

11. Recommendation from the Finance/Personnel Committee to approve 2014 Health and Dental Renewal and Plan Design Changes.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

12. Recommendation from Finance/Personnel Committee to authorize City Attorney to enter into Agreement with other parties to perfect the pledged security interest for MetJet revolving loan.

Alderperson Heuvelmans requested an explanation of the recommendation. City Attorney Judy Schmidt-Lehman explained the MetJet \$200,000 letter of credit backed by a \$200,000 CD at Associated Bank that they were required to put up with the US Department of Transportation; this was the asset offered by MetJet to the City for the revolving loan fund.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

13. Ordinance #13-24, Amending Chapter 150 De Pere Municipal Code Regarding Traffic Regulations.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

14. Resolution #13-144, Disallowance of Claim (David L. Noreika).

RESULT:	ADOPTED [7 TO 1]
MOVER:	Jim Kneiszel, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Kneiszel, Lueck, Rafferty
NAYS:	Bob Heuvelmans

15. Resolution #13-145, Authorizing and Approving a Revocable Occupancy Permit for Dutch Boyz, LLC for Installation and Maintenance of Stairs (500 Main Avenue).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

16. Resolution #13-146, Approving Revision to Use Agreement Between the State Department of Administration and the City of De Pere (Probation and Parole Space Lease)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

17. Resolution #13-147, Authorizing Service Agreement with GovernmentJobs.com, d/b/a NEOGOV.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Alderperson
SECONDER:	Scott Crevier, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

18. Resolution #13-148, Authorizing Partial Release of Utility Easement.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderperson
SECONDER:	Jim Kneiszel, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

19. Resolution #13-149, Authorizing Release of Utility Easements.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bob Heuvelmans, Alderperson
SECONDER:	Jim Kneiszel, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

20. Resolution #13-150, Authorizing a Product Lease Agreement with MailFinance, Inc.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Larry Lueck, Alderperson
SECONDER: James Boyd, Alderperson
AYES: Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

21. Resolution #13-151, Approving Agreement for Consulting Services Between the City of De Pere and Utility Service Co., Inc. (Matthew Tower Inspection).

RESULT: ADOPTED [UNANIMOUS]
MOVER: Jim Kneiszel, Alderperson
SECONDER: Bob Heuvelmans, Alderperson
AYES: Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

22. Discussion on Fire Department Organizational and Consolidation Feasibility Analysis Report
 Fire Chief Jeff Roemer requested that Council allow him to move forward on the analysis recommendations. Discussion followed and Chief Roemer answered questions from the Council. City Administrator Larry Delo asked that Council talk to Chief Roemer if anything in the analysis is unclear or needs additional explanation.

RESULT: ADOPTED [UNANIMOUS]
AYES: Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

23. Approval of EMS notepad Air Cards for internet connection in the ambulances

RESULT: ADOPTED [UNANIMOUS]
MOVER: Larry Lueck, Alderperson
SECONDER: Bob Heuvelmans, Alderperson
AYES: Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

24. Approval to move forward with Dispatch to EMS Billing software interface

RESULT: ADOPTED [UNANIMOUS]
MOVER: James Boyd, Alderperson
SECONDER: Bob Heuvelmans, Alderperson
AYES: Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

25. Operator License Applications

CITY OF DE PERE - NOVEMBER 19, 2013					
ITEM#	NAME	ADDRESS	CITY	ST	ZIP
PREVIOUSLY TABLED OPERATOR LICENSE APPLICATIONS					
1	CRAWFORD, RODRICK	132 1/2 S. BROADWAY ST.	DE PERE	WI	54115
OPERATOR LICENSE APPLICATIONS FOR THE 2012-2014 LICENSING PERIOD					
1	HANNON, BRITTANY D.	1331 BELLEVUE ST., LOT 9	GREEN BAY	WI	54302
2	LEMKE, BONNIE H.	2353 CLEM LN.	DE PERE	WI	54115
3	TREPANIER, KRISTIN N.	1187 OREGAN ST.	GREEN BAY	WI	54303

Alderperson Bauer moved, seconded by Alderperson Boyd to approve Previously Tabled Operator License Application #1. Upon vote, motion carried unanimously.

Alderperson Bauer moved, seconded by Alderperson Boyd to approve Operator License Applications #1 and 2 and to table Operator License Application #3. Upon vote, motion carried unanimously.

26. Voucher approval.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Bauer, Boyd, Crevier, Donovan, Heuvelmans, Kneiszel, Lueck, Rafferty

27. Future agenda items.

Alderperson Bauer requested that we review our junked/abandoned vehicle policy; Alderperson Rafferty requested that the City give an update on overnight parking ordinance.

28. Adjournment.

Upon motion by Alderperson Crevier, seconded by Alderperson Rafferty, the Common Council Meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Shana Defnet
Clerk-Treasurer